

Town of West Windsor
Joint Water/Wastewater Committee and Select Board Meeting
Draft Minutes of March 28, 2011

Glenn Seward called the joint meeting to order at 3:35. Additional attendees included: Bruce Boedtke, Tom Kenyon, Rudy Gross, Win Johnson, and Al Keiller. Representing the State of Vermont was Don Robisky. Aldrich + Elliott was represented by Wayne Elliott, Joe Duncan and Kevin Camera.

There were no additions or changes to the agenda.

Following introductions, the A + E team lead us through their kickoff meeting agenda. Items of interest/conclusions reached included:

1. The study area was reviewed and expanded, but generally retains “between the bridges”, Seems Road and Brook Road to Perce Hill Road as boundaries. Revised maps will be provided to the Town.
2. The draft property owner questionnaire was reviewed and revised. A revised draft and cover letter will be distributed by March 31. The target for mailing the questionnaire is April 5 with a return date requested no later than April 24.
3. The Public Informational meeting was discussed and set for April 12 at 7 PM. Additional questionnaires will be available at the meeting, and assistance will be offered to residents for completing the questionnaires.
4. Glenn provided an update of the engineering evaluation of the Resort private wastewater line to Windsor. Two responses have been received to the request for proposal. It is not clear when a selection will be made and when the study will be completed, but it is hoped it will proceed in parallel with our Phase I, which should be complete by the end of June.
5. The overall project schedule was discussed. The Project Status Meeting (results of questionnaire) is scheduled for May 24 at 7 PM. The 30% Project Status Meeting and Interim Report is tentatively scheduled for June 23.

The meeting was adjourned at 5 PM

Respectfully submitted,

Alan Keiller, Chair Water/Wastewater Committee